



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-3

November 13, 1997

Malcolm I. Ruddock, Treasurer
Sun Company Inc. Political Action Committee
1801 Market Street, 27th Floor
Philadelphia, PA 19103

Identification Number: C00025346

Reference: July Monthly (6/1/97-6/30/97), August Monthly (7/1/97-7/31/97) and
September Monthly (8/1/97-8/31/97) Reports

Dear Mr. Ruddock:

This letter is to inform you that as of November 12, 1997, the Commission has not received your response to our request for additional information, dated October 22, 1997. This notice requests information essential to full public disclosure of your federal election campaign finances. To ensure compliance with the provisions of the Federal Election Campaign Act (the Act), please respond to this request (copy enclosed).

If no response is received within fifteen (15) days from the date of this notice, the Commission may choose to initiate audit or legal enforcement action.

If you should have any questions regarding this matter, please contact Donald Averett on our toll-free number (800) 424-9530 or our local number (202) 219-3580.

Sincerely,

A handwritten signature in cursive script, reading "John D. Gibson", is positioned above the typed name and title.

John D. Gibson
Assistant Staff Director
Reports Analysis Division

Enclosure



FEDERAL ELECTION COMMISSION
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RQ-2

OCT 22 1997

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Reference: July Monthly (6/1/97-6/30/97), August Monthly (7/1/97-7/31/97) and
September Monthly (8/1/97-8/31/97) Reports

Dear Mr. Ruddock:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

-The totals listed on Lines 11(a)(i) and 11(a)(ii), Column B of the Detailed Summary Page appears to be incorrect. Please be advised that you should add the "Calendar Year-to-Date" total from your previous report to the current "Total This Period" figure from Column A to derive the correct Column B total. Please amend your report and any subsequent reports that may be affected by this correction.

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,

A handwritten signature in dark ink, appearing to read "Donald L. Averett", is written over a horizontal line.

Donald L. Averett
Senior Reports Analyst
Reports Analysis Division

97.03.242.4702